

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Sixth Town Council of Highland
Monday, October 11, 2010**

The regular study session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, October 11, 2010** at the time of 7:10 o'clock p.m.

Silent Roll Call: Councilors Dan Vassar, Brian Novak, and Mark A. Herak were present. A quorum was attained. Councilor Bernie Zemen was absent. Councilor Kuiper was delayed owing to the needs at his funeral home, arriving at 8:06 p.m. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Others present: Robin Carlascio, Idea Factory and Monthly Newsletter Editor; and Thomas Brown of the Brown Insurance Group were also present.

General Substance of Matters Discussed

1. The Town Council discussed with the newsletter editor and the Clerk-Treasurer the accurate cost of depicted for the School Resource Officer. The Town Council discussed what may be a better way to represent the costs associated with the assignment, which recently represented a *"total cost of \$126, 204 salary and benefits"* for the two semesters. It was noted that some persons have commented to the Town Council about what the salary seemed in terms of its size.
2. The Town Council discussed providing a flu shot for full-time workers, and covered spouses, as well as all firefighters. This was done last year. The cost will be \$12 for each shot administered. The Town Council also discussed identifying a new occupational health and safety facility instead of the Hammond Clinic.
3. The Town Council discussed readiness for appointment for the Park and Recreation Board vacancy and there is an identified appointee for appointment.
4. The Town Council discussed the competing merits of pursuing the communications audit as proposed by Purdue University Calumet. It was noted that the current financial circumstances made moving forward with the proposal difficult. It was suggested that this should be deferred until a later time. It was further noted that the presentation was impressive.
5. The Town Council discussed the proposed interlocal cooperation agreement with the Solid Waste Management District. The Council indicated that it should seek a presentation from District staff before moving forward.
6. The Town Council discussed the requests presented by Thomas Kelly of HUB Group and Thomas Horgash of the Horgash Insurance, regarding obtaining designation as the exclusive agent for the purposes of soliciting quotes from certain underwriters in the current insurance solicitation process.
The conversation included a discussion regarding the various ways in which to seek insurance services, and the underlying basis for these requests. Mr. Brown participated in the discussion. He further presented some information regarding the life insurance premiums renewals. Mr. Brown noted that he was been in the market with Travelers, Burnham & Flowers/HCC/US Specialties, Trident and Downey/QBE.

The discussion included where the coverage or exposure is assigned during parades and vehicles that are participating.

Mr. Brown discussed the prospect of having the renewal contract with the underground storage tanks and the life insurance policies have a 14 month term in order to bring them into alignment with the January dates of renewal for other packages. Presently, it was noted that the life insurance renews at October and the underground tank insurance renews in November. Sun Life Insurance is offered a lower cost than the current plan. It was also noted that the Harley carrier renewed automatically, with a two-year lock-in premium. It was further noted that this does not bar taking up with another carrier.

The renewal of the life insurance and the underground policies could be placed upon the agenda for the plenary business meeting, according to the presentation made by Mr. Brown.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council, of **Monday, October 11, 2010**, was adjourned 8:55 p.m. o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer